

CITY OF LEWISTON  
STAFF REVIEW COMMITTEE MEETING  
FINAL MINUTES for January 11, 2018

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- I. **ROLL CALL:** The meeting was held in the Third Floor Conference Room of City Hall and was called to order at 9:00 a.m.

**Staff In Attendance:** Gil Arsenault, Director of Planning & Code,  
David Hediger Deputy Director/City Planner, Ryan Barnes, Project Engineer,  
Derrick St. Laurent, Sargent of Police and Paul Ouellette, Fire Inspector

**Guest Present:** Brother Irene Richard, Executive Director  
Misty Baker, House Mom at St. Catherine of Siena  
Residence

- II. **ADJUSTMENTS TO THE AGENDA:** None

- III. **CORRESPONDENCE:** None

- IV. **NEW BUSINESS:**

A proposal by St. Martin de Porres Residence, Inc. to create a residence for homeless women not to exceed 10 individuals at 2 Central Avenue. The residence will be known as the St. Catherine of Siena Residence and will operate from 5:00 p.m. to 8:00 a.m.

Gil explained that Brother Richard went through the process of rezoning and the City changed the district from Office Residential District to Neighborhood Conservation B District which would allow homeless shelters. The Committee had no issues regarding parking and Brother Richard said that most of the people staying would not have vehicles but if they did have vehicles, if needed they were allowed to have them park across the street at the Prince of Peace Parish.

Derrick asked if this was a short-term or long-term shelter and Brother Richard said they have no set number of days that people can stay. Sometimes they need more time to get themselves together. All people staying at the residence will leave during the day from 8:00 am to 5:00 pm. and this was a women only shelter for ages 18 and up.

Gil said that Brother Richard would need to apply for a one time use permit and also yearly licensing at the City Clerks.

The following motion was made:

**MOTION:** by **Paul Ouellette** to grant approval to St. Martin de Porres Residence, Inc. to create a facility called St. Catherine of Siena Residence, a residence for homeless women subject to the condition of not exceeding 10 individuals at one time. Second by **Derrick St. Laurent.**

**VOTED: 4-0 (Passed)**

**V. READING OF MINUTES:**

The following motion was made:

**MOTION:** by **Derrick St. Laurent** to adopt the December 28, 2017 SRC meeting minutes as presented. Second by **Paul Ouellette**.

**VOTED: 4-0 (Passed)**

**VI. ADJOURNMENT:** The following motion was made to adjourn.

**MOTION:** by **Ryan Barnes** that this meeting adjourns 9:20 a.m. Second by **Paul Ouellette**.

**VOTED: 4-0 (Passed).**

Respectfully Submitted:

Cathy Lekberg, Administrative Assistant  
Planning/Code Department